

Invitation to Bid
ITB-24-048-MF
Audiovisual Equipment, Supplies and Installation Services

ADDENDUM NO. 1

QUESTIONS AND ANSWERS:

During the pre-bid conference, a question was raised regarding the distinction between programming and regular labor rates. The District provides the following clarification:

All Audiovisual Equipment & Installation should include programming as part of the installation package. Spreadsheet was modified to include programming costs.

Q1: Will M-DCPS accept bids for functionally equivalent products from non-OEM manufacturers, provided they meet or exceed all specifications listed in the solicitation?

A1: No.

Q2: For items covered under this ITB, may bidders offer compact form factor computing devices (e.g., mini-PCs) that are commonly used in audiovisual deployments such as signage, interactive displays, and control systems?

A2: All computing devices that are integrated into any audio/visual equipment must meet the desired and required specifications in the subsequent Request for Quote (RFQ).

Q3: If products are available through existing awarded vendors (e.g., CDW, Insight), can those channel partners submit them on behalf of an OEM like Azulle (Quantum Creations LLC), a Miami Gardens-based manufacturer?

A3: Yes, channel partners may submit bids that include products from specific manufacturers. Previous awards to vendors for specific manufacturers are not a factor in this bid. The District will evaluate all bids for this solicitation based on the criteria outlined in the ITB. Awards are not guaranteed for all brands.

Q4: Will M-DCPS consider lifecycle support beyond the standard warranty period (e.g., full U.S.-based service for the operational life of the device) as an added value in evaluation or future project planning?

A4: If lifecycle support is available please submit this information with your bid as additional information to your submittal, however the primary metric for evaluation, will be based on the highest percentage discount from MSRP pursuant to Section 5.2 Method of Award. All devices offered under this contract must include a minimum one-year warranty on all parts and labor, regardless of a shorter OEM warranty period, please refer to Section 5.8 Warranties for additional information. MDCPS reserves the right to evaluate bids based on those that are in the best interest of the District. Please review Section 4 – Instruction to Bidders, Section VI. Awards.

Q5: Does the District require any specific environmental or sustainability certifications for audiovisual computing hardware offered under this ITB?

A5: The District does not require any specific environmental or sustainability certifications for hardware offered under this ITB.

Q6: Are there any requirements or restrictions on proposing both direct OEM-branded products and equivalent partner-branded products in the same submission?

- A6: As addressed in the response to Question 1, the District will only accept bids for products from Original Equipment Manufacturers (OEM). The purpose of this policy is to ensure long-term manufacturer support and consistency in product quality. Bids for functionally equivalent or partner-branded products from non-OEM sources are not accepted under this solicitation.
- Q7: When the Pre-Bid Conference recording becomes available for ITB-24-048-MF, can you please let me know where I can find it?**
- A7: Recording is available at the following link: [ITB-24-048-MF - AV](#)
- Q8: How do you plan to implement Florida Statute 287.084, FL Bidder's Preference (attachment 7) for this bid? Specifically, will you reduce out of state bidders' submitted discounts by 5% for evaluation purposes, to comply with the statute? ...**
- A8: Please review Section 4 – Instruction to Bidders, Section XXVI. Local and State Vendor Preference. Additional information regarding local vendor preference and the application of such is outlined within Board Policy 6320.05, Vendor and Employment Preferences available at: <https://go.boarddocs.com/fl/sbmd/Board.nsf/goto?open&id=C85PK26421D4#>.
- Q9: How will you verify the "Principal Place of Business" (Florida Statute 287.084) of each bidder since bidders have previously claimed to be Florida when in fact their Principal Place of Business is in other states? Will you verify by checking www.sunbiz.org and/or review info bidders submit from www.sunbiz.org ?**
- A9: Bidders are required to submit all documentation listed in Attachment 12 – Submitted Bid Document Verification Form. In addition, the Florida Department of State, Division of Corporations (Sunbiz) is used to verify the accuracy of the documents submitted by bidders.
- Q10: What, if any, specific preference or consideration for OEAA (small, minority, women and/or veteran) certified bidders does this bid include?**
- A10: As referenced in Section 5.2 – Method of Award, the Goal Setting Committee did not assign a certified firm's preference for this ITB. The Procurement staff assigned to this ITB will evaluate all responsive and responsible bids based on the highest MSRP discounts, and the submission of all required documentation, and compliance with the conditions stated herein.
- Q11: Clarity on how this will be awarded – awarded to 1 primary for all OEMs in scope and 1 secondary for all OEMs in scope? Will this be awarded by manufacturer per line ?**
- A11: As stated in Section 5.2 Method of Award of the solicitation, the award will be on a per-manufacturer basis, with one primary and one alternate vendor awarded for each manufacturer. A vendor may be awarded multiple manufacturers if they submit the bid offering the highest MSRP discount for each respective manufacturer.
- Q12: Regarding the excel price sheet "Additional Manufacturer" How many additional OEM manufacturers can we add to our proposal?**
- A12: Each vendor may submit up to **three additional** OEM manufacturers for consideration. This limit is in place to ensure an efficient and timely review process, given the extensive list of manufacturers already covered by the contract.
- Q13: Regarding the excel price sheet "Additional Manufacturer" what is the criteria for those to be awarded as a manufacturer/reseller?**
- A13: The criteria for awarding a bid for an additional manufacturer are consistent with the requirements for all other manufacturers and products under this ITB.

- Q14: Question: Pricing Excel Column D: Rows 7-137 – does MDCPS want to see the catalog for each manufacturer with the MSRP listed for each product? Or do they want to see what their prices will be? How would you like that submitted?**
- A14: You must support your bid with manufacturer catalogs or price lists. You can either provide a link to an online version or submit an electronic copy.
- Q15: In the event of tie in between two responders provided the same % discount off MSRP? How will Miami Dade determine who is the Primary Awardee?**
- A15: Procurement must adhere to the procedures outlined in Board Policy 6320, Section III, Letter V. *Identical Prices/Points--Priorities for Award*. Board Policy 6320 available at: <https://go.boarddocs.com/fl/sbmd/Board.nsf/goto?open&id=C85PK26421D4#>.
- Q16: Will Miami Dade consider or evaluate a Balance of Line Catalog Pricing based off % discount off Advertised price for manufacturers not listed on the excel pricing sheet?**
- A16: As stated in Section 5.2 Method of Award of the solicitation, the award will be on a per-manufacturer basis, with one primary and one alternate vendor awarded for each manufacturer. A vendor may be awarded multiple manufacturers if they submit the bid offering the highest MSRP discount for each respective manufacturer.
- Q17: INSTALLATION, TRAINING, AND PROGRAMMING - Please provide clarity on how this will be awarded. Will you award all responsible bidders that provide all the necessary documentation and requirements?**
- A17: Items 132 through 137 of the Revised Bid Proposal Form are for additional support functions and will be awarded to the bidders who are awarded the manufacturer(s) on Items 1 through 131.
- Q18: Are the installation costs being awarded solely on price of hourly rate? How would it work out if a bidder has a lower hourly rate, but uses "more hours" per project? In this scenario, the district could potentially pay more for a given project.**
- A18: Please refer to the response to Question 17. In addition, when specific projects arise requiring installation the awarded bidders will be asked to provide a quote for the total labor hours required for the project based on the awarded installation rates.
- The District expects all work to be completed in a timely and professional manner. Excessive time for completion may be considered non-compliance with contract expectations and could result in penalties, including contract termination. The District reserves the right to evaluate the reasonableness of all project hours based on established industry and market standards.
- Q19: Some AV projects will require a Lift Rental (for example an Auditorium Projector replacement). Does the district provide lifts to installers? If not, could we have a way to price out Lift Rental?**
- A19: The District does not provide lift rentals for installers. As per Section 6.14 Installation, vendors are required to clearly and separately identify any additional installation charges, which would include lift rentals. These costs should be submitted for approval on a case-by-case basis as they are considered outside of the general contract pricing.
- Q20: Scope of Products: We understand that this ITB is not to include Standalone Interactive Panels or CCTV Equipment. Certain Manufacturers have Interactive & Non-Interactive Panels/displays used for Digital Signage, TV, or Presentation use cases. Are we able to bid those manufacturers based just off those categories? What is the Miami Dade criteria for those being awarded?**
- A20: Yes, you can submit a bid for those manufacturers. However, if awarded only the products that are not listed in Section 6.24 Excluded Products and Services will be ordered. All requirements are listed within the ITB, please refer to Section 6 – Scope of Work and Attachment 12 for additional details .

Q21: The Scope of this ITB is to include standalone Computer Monitors & Displays that are Touch & Non-Touch for student & staff workspaces?

A21: No, the ITB does not include standalone computer monitors or displays. The scope of this solicitation is for audiovisual products, and bids will only be accepted for "computing devices" that are an **integrated** part of an overall solution.

Please also refer to the answer to Question 2. The District will not accept bids for standalone computing devices, which include laptops, desktops, tablets, and mini-PCs. Similarly, as noted in the list of exclusions, the ITB also does not cover standalone interactive panels, computers, or tablets. The District has separate contracts for these products, and any items offered under this contract must not conflict with those agreements.

Q22: Does the scope of this ITB include Video Walls and or large format Display solutions?

A22: Yes, the scope of this ITB includes Video Walls and large format Display solutions, provided they are not interactive panels.

Q23: How can Cleartouch not be included in this ITB? We sell other Audio Products, and services like head sets and cameras.

A23: Bids for products such as interactive panels from any manufacturer, including Cleartouch, are not included in this Invitation to Bid because Section 6.24 of the contract explicitly excludes "Standalone Interactive panels" from the scope of this solicitation. These products are covered under a separate bid.

If Cleartouch offers other products, such as audio equipment, headsets, or cameras, that are not on the excluded products list, you may submit those for consideration as part of the Additional Manufacturer lines within the Revised Bid Proposal Form included with this addendum, lines 129 – 131.

Q24: Can we use Electronic Signatures for this bid (outside of notary)? The bid mentions using "ink" for this bid, but also mentions electronic submission/etc.

A24: Yes, an electronic signature is accepted.

Q25: Can we offer sub-categories within the manufacturer? Some manufacturers have different lines within their portfolio with different pricing structures.

A25: Bidders must include their most competitive discount per manufacturer within the Revised Bid Proposal Form inclusive of the entire manufacturers catalog (including subcategories). The District will evaluate all competing offers to determine the most favorable overall discount.